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OFFICE OF THE PUBLIC DEFENDER
PUBLIC UTILITIES COMMISSION

ADMINISTRATIVE AND RESEARCH OFFICE
BUDGET, PROGRAM PLANNING AND
MANAGEMENT DIVISION
FINANCIAL ADMINISTRATION DIVISION
OFFICE OF FEDERAL AWARDS MANAGEMENT (OFAM)

January 21, 2015

FINANCE MEMORANDUM

MEMO NO. 15-01

TO: All Department Heads

FROM: Wesley K. Machida
Director of Finance

SUBJECT: Governor's Decisions on FB 2015-17 Budget Requests - Ige
Administration

Your department's FB 2015-17 budget requests for the Ige Administration have been discussed with and reviewed by the Governor. Attached are the approved requests to be included in the Governor's budget message to the Legislature.

We are planning to transmit the Governor's budget message to the Legislature within the first two weeks of February. However, to facilitate the Legislature's review of these requests, the following budget forms, in addition to the operating Form B and CIP Form S reflecting the Governor's decisions, will be sent to the Legislature by this office on Friday, January 30, 2015, in advance of the formal Governor's budget message:

- Operating – Form A (in Excel)
- CIP – Tables P, Q, and R (in Excel)

As such, these budget forms should be updated to reflect the Governor's decisions and submitted to this office by Monday, January 26, 2015. Please provide one copy of the relevant forms and also email the electronic versions of the forms to the Budget and Finance (B&F) budget analyst assigned to your department.

Please note that Tables P, Q, and R *should be filled out using the Excel templates* that your assigned B&F budget analyst will be emailing to your department. The eCIP system *should not* be used because the system is currently tied to the FB 2015-17 Executive Budget.

CIP Form PAB should also be updated to reflect the Governor's decisions but may be submitted to this office by Monday, February 9, 2015. The BJ summaries and BJ details *should not* be updated at this time to reflect these requests because like eCIP, eBuddi is currently tied to the FB 2015-17 Executive Budget.

Due to the tight submission schedule for the updated budget forms and the Governor's budget message to the Legislature, your prompt attention to this matter is appreciated.

Attachment(s)